

December 2, 2025

To: Board of Managers, Prestonwood Country Club Condominium Association, Inc.
From: Carrie Bailey, Operations Manager
Subject: Monthly Manager's Report

- I. Executive Session
- II. Unfinished Business

A. Operations

- 1. Mansard Roofs -GAF Roofing Warranty –GAF lawsuit is in process. Standing Seam Metal-RAI Group of Texas – to be completed in January
- 2. HVAC
 - a. Cooling Tower fan needs to be replaced – getting 2nd bid
 - b. Heating pump 7 needs motor replaced – 2nd bid ordered.
- 3. Domestic boiler #1 needs the motor replaced - Complete
- 4. Building Repair/Renovation
 - a. Exterior trim repairs and painting are being addressed in alley E. Complete.
 - b. 5833 Copperwood in process.
- 5. Landscaping – KScapes to install black Tejas crushed granite on Coolwood.
- 6. The new manager at the Country Club is working on approval to pour a concrete slab for the compactor with plans to split the cost.
- 7. Lighting on Country Club Dr. to be inspected for repairs on the east end where several of the tree lights have been out for several months and the entrance post light replaced.
- 8. Structural issues at 15923 Preston. Work is completed.
- 9. ATV for trash hauling stopped running on 8/25/2025. Replacement options are being researched.
- 10. Rodent Exclusion in buildings B & C - Completed.
- 11. Gutter cleaning - Completed.
- 12. Insurance funds have been received and a replacement Flashing solar light has been ordered

B. Administration

- 1. Owner Insurance Certificates — Ongoing
- 2. Occupancy Status Report — Cap 50 49 approved, 5 on hold, not ready to lease.
- 3. Sales-2015-28, '16-30, '17-20, '18-17, '19-27, '20-21, '21-36, '22-22, '23-19, 24-15, 25'16.
- 4. Rent Manager conversion progressing well. 186 owners are registered for the new portal.

III. New Business

- A. Fire 9/5 & 6/2025 Association Insurance will pay to rebuild 2078 &2079 to “as built”. Current cost projection \$218000.
- B. NDBT Freeze Credit with Credit Bureaus. Equifax, etc.